

## **Minutes of the Personnel Committee**

**Tuesday, April 13, 2004**

Chair Paulson called the meeting to order at 6:30 p.m.

**Present:** Supervisors Duane Paulson (Chair), Pete Gundrum, Jeff Morris, Carl Seitz, Bob Thelen, and Matt Thomas. **Absent:** Don Broesch.

**Also Present:** Legislative Policy Advisor Dave Krahn, Employment Services Manager Sue Zastrow, and Building Operations Manager Mark Keckeisen.

### **Approve Minutes of March 16, 2004**

MOTION: Seitz moved, second by Thomas to approve the minutes of March 16. Motion carried 6-0.

### **Executive Committee Report**

Paulson reported on the April 5 Executive Committee meeting.

### **Ordinance 158-O-167: Abolish One Regular Full-Time Position of Maintenance Mechanic II and Create One Regular Full-Time Position of Maintenance Mechanic III within the Department of Public Works**

Zastrow and Keckeisen provided the background information relating to the ordinance. Seitz asked about the hiring process. Zastrow answered that it would first be an in-house matter and if no one were interested or qualified, the job would be posted externally. Morris asked some questions regarding the responsibilities and duties of the reclassified position and wondered if perhaps the work could be contracted out. Zastrow and Keckeisen outlined the reasons why the position should be created pointing out the burgeoning computerization of the Facilities Division and the fact that investing now in this position will enhance cost savings in the future. Paulson identified the fiscal impact of the reclassification explaining that there would be none this year, and next year the difference would amount to approximately \$50.00 a week in salary.

MOTION: Thomas moved, second by Thelen to approve ordinance 158-O-167. Motion carried 6-0.

MOTION: Gundrum moved, second by Morris to adjourn at 6:50 p.m. Motion carried 6-0.

Respectfully submitted,

Peter Gundrum  
Secretary